

CURRICULUM VITAE

GOVINDARAJ V

D/NO:61,
Gandhinagar
Hosur-635109
Krishnagiri (Dt)
Tamil Nadu.

Email id : govindarajvelu@gmail.com
Mobile No : 7032414837 & 7358951993

PERSONAL STATEMENT:

To build a long-term career with opportunities for career growth and to enhance my professional skills in a dynamic and stable workplace. Seeking a responsible job with an opportunity for professional challenges. I look forward to use my skills in the best possible way for achieving the company's goals.

EDUCATION:

| Year | Course studied | Institution | % of marks |
|-------------|----------------|---|------------|
| 2006 ~ 2007 | SSLC | Govt.Boys High.School. HOSUR | 55 %. |
| 2008 ~ 2009 | HSC | R.V.Govt.Boys Hr .Sec.School. HOSUR | 51 %. |
| 2009 ~ 2012 | I T I (FITTER) | TITAN INDUSTRIES LTD (watch Division), HOSUR | 83 %. |

Professional Experience:

| Year | Company | Department | Designation |
|-----------|---|--------------|----------------|
| 2014-2021 | Tata advanced systems ltd Hyderabad. | SCM (Stores) | Associate |
| 2012-2013 | Precision engineering Titan industries ltd, Bangalore | Production | CNC _ Operator |

ORGANIZATION PROFILE:

Tata advanced systems ltd (TASL) established on 2007, Sikorsky Aero structures Ltd a joint venture between Tata Advanced Systems Ltd. The projects Sikorsky S-92 cabin assembly & Boeing AH64 , CH47 Crown & tail cone assembly, Pilatus PC12 Cabin assembly in India the Company is establishing critical manufacturing capabilities through strategic alliances and collaborations with Global Technology.

WORK RESPONSIBILITIES :-

- Proven Track record in Warehouse & Inventory management & Dispatch handling
- To Set up and administer warehouse operations for Sikorsky S-92 and Boeing Aerospace
- Maintain Control over daily operations between warehouses, PPC Team & Production
- To maintain control over Hazardous and Shelf life materials for Proper FIFO flow and timely disposal of Expired items.
- To Main control over Dispatch schedule and lead dispatch process team for timely Delivery.
- To reduce non-moving/dead inventory by frequent data circulation and cross functional Team discussions.
- To monitor Safety Stock levels and intimate Supplier for Replenishment as per Requirement.
- To promote kaizen implementations and training needs for skill development.
- Responsible for SAP related Query co-ordination and resolution for the department.
- To process purchase requirements for domestic procurement Items within timeline
- To Co-ordinate with Finance/Vendor helpdesk Dept's for Timely clearance of Invoices.
- To prepare material demand forecast, Identify threats and support in Risk mitigation

Achievements:

- Best Team award for Setting up new warehouse operations within a very short timeline.
- Best Team award for On-time Delivery of Boeing CH47 (CHINOOK) Program.
- Best Two bin kanban system Execution and Reduced NVA hours.
- Best Kaizen award for developing complex storage mechanism for medium/large parts

Organizational / management Skills:

- Good interpersonal communication skills and relationship building skills gained through my Working Experience in a multinational Environment.
- Possess strong commitment to team environment dynamics with the ability to contribute Expertise and follow leadership directives at appropriate times

Job Related Skill

- Mentoring skills (As a Team Lead, I am responsible for training and induction of new Team members).
- Good command of Inventory and warehouse operations control (responsible for the Inventory operations of the product)
- Multitasking and working effectively under pressure. Proficient computer literacy proven Through work experience in a Multinational company.
- Competent with ERP Software's (SAP -MM) and Office package (Word, Excel, PowerPoint, and Outlook).

PERSONAL PROFILE:

| | | |
|-----------------|---|--|
| Father Name | : | K.Velu |
| Date of Birth | : | 23.05.1992 |
| Languages known | : | English, Telugu, Tamil, Kannada & Hindi. |
| Marital status | : | Married |

DECLARATION:

I hereby solemnly declare that the above mentioned details are correct to the best of my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.

DATE :

PLACE :

Yours Sincerely,

Govindaraj.v